****Plateau Valley High School

**Mrs. Wendy Nichols**

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# Classroom Guidelines:

**Do not cause problems! If you do fix it, if you don’t I will do something.**

**Go Edu Star Grade Book:**

I will work hard to get your grades in the computer as promptly as possible. If you are missing work, have to re-do or fix an assignment, or absent or choose not to turn the work in for any reason, then; I use a few codes to remind myself and you what happened. Always take a moment to ask me if you are uncertain.

**Make up/ill** = excused absences

**IC** = Incomplete, this means you have a change to fix this problem before your receive a poor grade.

**“L” Late** = here or had plenty of time to complete 10% grade reduction. This can be implemented if you have had the time to make up your work for an excused absence or are falling behind on a larger project.

**Fix /redo**= find your work and fix it, before it becomes an unacceptable grade. Four days to fix or redo before the grade is final.

# How I May Grade You:

## *****I think of you as an independent contractor and it is your job to make the most of your education.**********Think of your grades like by being paid with points, you earn your points/pay by:*****

**Having a strong Work Ethic:**

Not causingproblems, staying focused, and setting goals5 points a week

Points are lost when negative behaviors have to be redirected by instructor.

**See specific assignments and project to see their specific values.**

# Course Objective:

# Assignment Flow:

This is a general flow of the type of work that occurs during our semester together.

# Resources:

* Glencoe Accounting, First-Year Course Textbook
* Pencil, pen, ruler and hand held calculator
* Microsoft Excel

**Online Resources:**

* Google spreadsheets (Gmail account needed)
* Wiki Spaces